

LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES
1st Floor Conference Room, Oneida County Courthouse
May 12, 2017

LRES COMMITTEE MEMBERS PRESENT: Ted Cushing/Chairman, Sonny Paszak, Billy Fried, Dave Hintz, Carol Pederson

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Bruce Stefonek (Highway); Darcy Smith (Finance); Michael Fugle (Corporation Counsel)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the 1st Floor Conference Room of the Oneida County Courthouse. It was noted that this meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and complies with the Americans with Disabilities Act.

APPROVE AMENDED AGENDA

Motion by Paszak to approve today's amended agenda. Second by Pederson. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Hintz to approve the minutes of April 27, 2017. Second by Cushing. All members present voting 'Aye'. Motion carried.

VOUCHERS AND BILLS

Committee reviewed vouchers and bills. Hintz inquired about fitness incentive funds. Motion by Fried to approve the bills and vouchers as presented. Second by Hintz. All members present voting 'Aye'. Motion carried.

CLARIFY THE HIGHWAY FINANCE TECHNICIAN VACANCY

Charbarneau reports that back in 2014, changes were made to the Highway Department administrative staff. At the last meeting, it was approved to fill an Account Technician vacancy, however this position was approved back in 2014 as a Finance Technician. Charbarneau discussed this position and notes that it was advertised and posted correctly as a Finance Technician and an internal recruitment is underway. Stefonek says he's had a discussion with Public Works Committee member's Scott Holewinski and Robb Jensen over their concerns on the internal recruitment and the confusion on the position title. Stefonek says he was instructed to bring these concerns before the LRES Committee today due to Jensen and Holewinski not being able to attend due to the new notice requirement for non-Committee County Board members at Committee meetings. Cushing states that the decision to post internally or externally is at the discretion of Charbarneau and also discussed the importance of internal recruitments when valid candidates and skills are available internally. Fried clarified that the amounts listed on the fiscal impact statement for the position were correctly listed; Charbarneau verified that wages were listed for the correct title of Finance Technician. Charbarneau discussed the previous changes in job titles during the Carlson-Dettman study in order to reduce the number of job titles, based on jobs that had similar duties and requirements, and to make job titles more appropriate with the actual job. Charbarneau clarified that a resolution is not needed in order to change the job title. Charbarneau says at the beginning of each recruitment, she discusses the vacancy with the department head and the decision to go internal versus external for candidates can depend on skills available throughout the county, the current needs of the department and the preferences of the department head. Charbarneau says internal recruitment is important for employee morale since employees need to feel that if they work hard, there is room for growth within the county. Cushing added that the learning curve for an internal recruitment is much less. Stefonek states that this vacancy has put a huge strain on his administrative staff and internal recruitment

also allows for a position to be filled much quicker. Fried understands that the decision is up to the department head and Charbarneau, but suggests in the future that this decision be run by the Committee of Jurisdiction for input. Charbarneau notes that often the department head and Committee of Jurisdiction is unaware of the skills available outside of the department whereas she has contact with all departments and is more aware of talents of other Oneida County workers, therefore this is why she feels better equipped to make this decision.

CLOSED SESSION

Motion by Cushing, second by Hintz to adjourn into closed session pursuant to Section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility (Topics: Solid Waste Supervisor compensation and approve the closed session minutes of April 27, 2017 meeting) and Section 19.85(1)(g) conferring with legal counsel concerning strategy to be adopted by the government body with respect to litigation in which it is or is likely to become involved (Topic: approve the closed session minutes of April 27, 2017 meeting).

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 9:24 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Smith, Stefonek, Fugle

RETURN TO OPEN SESSION

Motion by Hintz to return to open session. Second by Paszak. Roll call vote taken with all voting in the affirmative. Motion carried. Returned to open session at 9:36 a.m.

Motion by Cushing to approve the position at Solid Waste at Grade L, Step 4 (\$51,611), then with a six-month review move to Step 5 (\$52,969) if warranted, and then move to Step 6 (\$54,327) at one year. Second by Paszak. Roll call vote taken with all voting in the affirmative. Motion carried.

Cushing also reports that a motion was made and approved by roll call vote to accept the closed session minutes of the April 27, 2017 meeting.

OUT OF TOWN TRAVEL

Charbarneau states von Briesen will be hosting the Second Annual Public Officials Conference on three different dates and locations and asked if any Committee members wished to attend the Madison conference. Several members wanted to attend the Madison conference and several wanted to attend the Fox Valley conference. Motion by Hintz to approve Committee members going to the Second Annual von Briesen Public Officials Conference with their choice of which location to attend. Second by Pederson. All members present voting 'Aye'. Motion carried.

FUTURE MEETING DATES

May 24, 2017 at 10:30 a.m.

June 8, 2017 at 10:30 a.m.

June 21, 2017 at 9:00 a.m.

FUTURE AGENDA TOPICS

Employee Handbook and County Code updates (separate meeting)
Update to County Travel Policy

PUBLIC COMMENTS

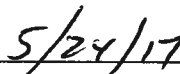
None

ADJOURNMENT

Motion by Cushing to adjourn meeting. Second by Paszak. All members present voting 'Aye'. Motion carried. Meeting adjourned at 9:43 a.m.



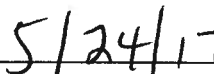
Ted Cushing, Chairman



Date



Jennifer Lueneburg, Committee Secretary



Date